

GOVERNANCE COMMITTEE MEETING
of the
WYOMING COUNTY BUSINESS CENTER BOARD

Monday March 16@ 2:30 p.m. at the Ag & Business Center
36 Center Street Warsaw, New York 14569

MINUTES

Vice-Chairman Gullo called the meeting to order at 2:34 p.m.

1. Roll call

In attendance were: Present were: James Pierce, President/CEO; Sam Gullo, Vice-Chair; Dan Leuer, Secretary; Jeremy Satchell, Treasurer; Robin Marschilok and Jennifer Tyczka, Wyoming County IDA; and Kevin Zanner, Agency Counsel.

Absent: Rick Fish, Chairman; Jim Brick, Director

1. Recommendations to the Board

A. Appointment of Governance Committee Members

The Governance Committee agreed to recommend to the WCBC Full Board the appointment of all members of the WCBC Board to the Governance Committee on a motion made by J. Satchell. The motion was seconded by D. Leuer and unanimously carried.

B. Appointment of Finance and Audit Committee Members

The Governance Committee agreed to recommend to the WCBC Full Board the appointment of all members of the WCBC Board to the Finance and Audit Committee on a motion made by J. Satchell. The motion was seconded by D. Leuer and unanimously carried.

C. Appointment of Officers to the WCBAC Board – recommend slate of Officers for the Board

The Committee agreed to recommend to the WCBC Full Board the appointment of the following slate of officers to the WCBC Board: Rick Fish, Chairman; Sam Gullo, Vice-Chair; Dan Leuer, Secretary; and Jeremy Satchell, Treasurer on a motion made by J. Satchell. The motion was seconded by D. Leuer and unanimously carried.

D. Review, Adopt and Re-adopt Governance Policies and Charter

1. Procurement Policy

The Committee moved to recommend to the Full Board the re-adoption of the Procurement Policy on a motion made by D. Leuer, seconded by J. Satchell and unanimously carried.

2. Acquisition of Real Property Policy

The Committee moved to recommend to the Full Board the re-adoption of the Acquisition of Real Property Policy on a motion made by D. Leuer, seconded by J. Satchell and unanimously carried.

3. Disposition of Real Property Guidelines

The Committee moved to recommend to the Full Board the re-adoption of the Disposition of Real Property Guidelines on a motion made by D. Leuer, seconded by J. Satchell and unanimously carried.

4. Conflict of Interest Policy

The Committee moved to recommend to the Full Board the re-adoption of the Conflict of Interest Policy on a motion made by D. Leuer, seconded by J. Satchell and unanimously carried.

2. Adjourn Governance Committee Meeting

Having no further items to discuss the Committee adjourned at 2:37 p.m. on a motion made by J. Satchell, seconded by D. Leuer and unanimously carried.

Minutes prepared by Robin Marschilok